



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING NOTICE:	Delaware Board of Funeral Services
DATE AND TIME:	Wednesday, May 25, 2011 at 10:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B , second floor of the Cannon Building

AGENDA

(Amended items are indicated by an asterisk*)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
 - 2.1 Meeting Minutes March 30, 2011
- 3.0 Unfinished Business
 - 3.1 Sign Board Order – Trader Hearing (Byrd)
 - 3.2 Strategic Planning – Develop a New Strategic Plan
 - 3.3 2011 Annual Meeting of The Conference – Report from Robert Wright
 - 3.4 Rules and Regulations
 - 3.4.1 Internships – Legislative Subcommittee Recommends No Changes
 - 3.4.2 Advertising – Review Proposed Draft from DAG
 - 3.4.3 Parking Requirement – Update from DAG
 - 3.4.4 Licensure by Reciprocity – Update from DAG
 - 3.4.5 Funeral Establishment Inspections – Proposal from Legislative Subcommittee
 - 3.4.6 Next Legislative Subcommittee Meeting - TBD
 - 3.5 Review of Deficient Audit Submissions
 - 3.5.1 Matthew J. Genereux
- 4.0 New Business
 - 4.1 Approval of Licensure Ratification
 - 4.1.1 Nicole Robinson, Funeral Director
 - 4.1.2 Cedric Whitaker, Limited License
 - 4.1.3 Todd Allan Mielke, Limited License
 - 4.2 Review of Resident Intern Reports *
 - 4.2.1 Michael Platt – 25 Embalming Reports & Final Progress Report *
 - 4.2.2 William T. Harra, Jr. – Final Progress Report *
 - 4.3 Review of Applications for Licensure *
 - 4.3.1 Gerrod March, Limited License *
 - 4.3.2 Michael Platt, Funeral Director by Internship (contingent upon passing state exam)*
 - 4.3.3 William T. Harra, Jr., Funeral Director by Internship (contingent upon passing state exam) *

- 4.4 Review of Applications for Continuing Education Approval *
 - 4.4.1 Wenzel Services: *Trauma: The Gift of an Open Casket*, 4/12/11, Requesting 2.0 CE
 - 4.4.2 Cooper Wilbert Vault Co.: *Outer Burial Container Manufacturing Tour*, January 1-December 31, 2011, Requesting 2.0 CE
 - 4.4.3 Cooper Wilbert Vault Co.: *Marketing of Outer Burial Containers*, January 1, 2011 – December 31, 2011, Requesting 3.0 CE

- 5.0 Complaint Status – No Updates
- 6.0 Other Business before the Board (for discussion only)
- 7.0 Public Comment
- 8.0 Next Meeting – July 27, 2011 at 10:00 a.m.
- 9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL customerservice.dpr@state.de.us IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.